



STATE OF DELAWARE  
**STATE FIRE PREVENTION COMMISSION**  
DELAWARE FIRE SERVICE CENTER

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DOVER, DELAWARE 19904

## **STATE FIRE PREVENTION COMMISSION**

Monthly Meeting

February 20, 2018

### **MEMBERS PRESENT**

Alan Robinson, Jr., Chairman  
Ron Marvel, Vice Chairman  
David J. Roberts  
Tom DiCristofaro  
Lynn Truitt  
Marvin C. Sharp - absent  
Ted Walius

### **ALSO PRESENT**

Patricia Davis, Deputy Attorney General  
Patrick Matthews M.D., BLS Medical Director  
Sherry Lambertson, Executive Specialist  
David J. Truax, Investigator/Compliance Officer  
Grover P. Ingle, State Fire Marshal  
Robert P. Newnam, Director, State Fire School

### **GUESTS**

Warren Jones, DVFA  
Jay Jones, DVFA  
Elmere Steele, DVFA  
Anthony Spiezio, DTI

## **CALL TO ORDER**

Chairman Robinson called the meeting to order at 9:00 a.m.

## **PLEDGE OF ALLEGIANCE**

## **APPROVAL OF JANUARY 16, 2018 COMMISSION MEETING MINUTES**

It was moved by Commissioner Dicristofaro, and seconded by Commissioner Roberts that the minutes of the January 16, 2018 Commission meeting be approved. Motion carried by unanimous vote.

## **REGULAR BUSINESS**

## **REPORT OF THE STATE FIRE MARSHAL**

## **INFORMATIONAL ITEMS**

### **Personnel Items**

Fire Marshal Ingle reported on the passing of retired K-9 Sparks and asked for prayers for the family of Deputy Fire Marshal Schad. K-9 Sparks was 13 years old, was a good dog and performed well for the agency.

Deputy Fire Marshal I John Yedinak was accepted into the National Fire Academy, Fire and Arson class on February 3<sup>rd</sup>.

Juvenile Fire Setter Intervention Coordinator vacancy remains under review. Fire Marshal Ingle believes that he will be able to fill the position sometime in the summer months.

Fire Protection Specialist II Joe Moran is at the National Fire Academy this week taking a class on Fire Protection Systems.

### **Fire Fatalities**

Fire Marshal Ingle reported that the first fire fatality of the year occurred on February 8, 2018. On February 7, 2018, the Georgetown Fire Company responded to the unit block of Teaberry Lane shortly after 12:00 pm for a house fire. Upon arrival firefighters found smoke inside the house and two injured occupants. Both occupants were transported to the Beebe Hospital in Lewes, Delaware in critical condition suffering from burns. Later in the day they were transferred to Crozier Hospital in critical condition from severe

Fire Fatalities cont.

burns. The first fire fatality occurred on February 8, 2017 when one of the victims succumbed to burn injuries. The second victim remains in critical condition. There were working smoke alarms in the residence. The incident remains under investigation.

FY 2019 JFC Budget Hearing

The FY 2019 JFC Budget Hearing was held on February 12, 2018 at 11:30 in the Joint Finance Room at Legislative Hall. The hearing went well.

HB 53 – Sparkler’s

House Bill 53 on Sparkler’s passed the house on January 25, 2018. If it comes out of committee and goes for a vote, it will most likely be passed by the Senate.

DTI Update

Fire Marshal Ingle reported that his agency continues to work with DTI on the program that is being developed for the agency. Program testing continues.

National Sprinkler Association

The National Fire Sprinkler Association is putting on an AHJ class Sprinkler Plan Review at no cost on March 23, 2018. This will be open to the Office of State Fire Marshal as well as other jurisdictions statewide.

Request for Plumber’s to Install Residential Sprinkler’s (DVFA Sprinkler Committee)

A request was made by the DVFA committee on Residential Sprinkler’s to update the regulations allowing Plumber’s to be able to install residential sprinklers. Fire Marshal Ingle provided them a copy of Maryland’s Statute for review. Nothing official has been received from the plumbers or Board of Regulations. The Commission will be kept apprised of discussions.

DFIRS Incidents Received

TOTAL STATE PARTICIPATION IN COMPLIANCE			
71 %			
DELINQUENT DEPARTMENTS			
New Castle County			
Aetna		December	
Cranston Heights		December	
Five Points		April – June, August – December	
Holloway Terrace		December	
Odessa		December	
Townsend		December	
Wilmington Manor		December	
Kent County			
Bowers		January – March, May – August, October - December	
Camden Wyoming		December	
Cheswold		March – June, August – December	
Clayton		December	
Dover		December	
Houston		November - December	
Magnolia		July – December	
South Bowers		May - December	
Sussex County			
Ellendale		March – December	
Memorial		December	
Roxana		December	
OVERDUE REPORTS BY DAYS			
30 Days	60 Days	90 Days	90+ Days
11	1	0	6

Source: DFIRS Incidents received as of 2/05/18.

**REPORT OF THE STATE FIRE SCHOOL DIRECTOR**

**Director**

- Ambulance Simulator expected February 16<sup>th</sup> – in-service by March 19<sup>th</sup>
- Instructor Seminar – 127 attendees of 173 DSFS Instructors – 30 excused
- Fire Officer Seminar – 74 attendee representing 25 companies (58-22)

Director cont.

- Delaware Online Article on the EMT course for U of D students 01-30-18. This was a course that was run for Aetna, Hose, Hook and Ladder. It went very well.
- AFG Grant for FY17 has been submitted by Senior Instructor Dempsey.
  - PPE, Rescue Tools, Trauma manikins, Fire Ext. simulators, Rescue manikins
- Budget Hearing JFC held on February 12<sup>th</sup> 1551 went very well.
- Bond Bill Hearing preliminary scheduled for May – Rescue tools, rest room upgrades

**Staff Activities**

- Delmarva Safety Association conference – presentation of Sexual Harassment 4/10 – Dempsey
- Retirement luncheon for Mary Marchone, National Fire Academy – 01-31 – Lowe
- Med-sled training – partnership with OEMS – train-the-trainer was attended by Senior Instructor Gajdos.
- Regional FEMA Search & Rescue Meeting in Philadelphia was attended by Senior Instructors Dempsey and Wilson.
- Senior Instructor Gajdos has been appointed to the Protocol Committee.

**Programs/Courses**

**Figures in red are reference to last year's comparison of class attendance.**

- Current Month
  - Fire/EMS In Warm Zone (Active Shooter) 7 classes in service, on-line classes – 200+
  - New Castle Firefighter Recruit class started – 25 students (*largest*) (14)
  - Understanding Basement Fires Seminar – 82 attendees
  - Women's Seminar, Empowerment – 60 attendees, kick off for Camp Fury
  - ICS – 400 program – 8 students
  - Fire Ground Operations – High Rise – 0 students
  - Blue Card Certification program – 5 students
  - EVO – New Castle – 17 students (27)
  - Fire Safety Workshop – After the Fire – 13 students (*Scheduled for Feb. 24<sup>th</sup>*)

## **EMS**

### **▪ Current Month**

- CEU programs – 17 programs scheduled (7)
- EMT Refreshers – NCD, 10 students – KCD, 22 students – SCD, 12 students
- EMT Refresher – weekday KCD 19 students

## **Public Education and Injury Prevention - Activity Report**

### **▪ Current Month**

- Fire Safety Programs – 2 scheduled (8)
- DSFS Tours – 1 scheduled (0)
- Fire Safety Displays – 2 scheduled (5)
- Injury Prevention Programs – 2 scheduled (2)
- Injury Prevention Events – 2 scheduled

## **Maintenance – Building and Grounds**

- HVAC – Started February 19<sup>th</sup>
  - Relocated staff offices to Instructors Lounge
  - Relocated Libby to Commission office area
  - March - April SFPC meeting will be held in a classroom due to construction.
  - Three phases of HVAC not accepted due to funding – Beginning February complete year
- Office Upgrade – 2/1 Bid Opening, 2/28 PO start week of 3/19 (*one month late*)
- Asbestos Abatement - water pipe insulation – 5 evenings – original hallway

## **Financial**

- Past Due Billings
  - 30 days – 800.00
  - 60 days – 11,245.00
  - 90 days – 12,264.00
  - 120 days – 11,969.00
  - 20678 Tuition Fund – 6510,968.00
- Accounts receivable – 57,223.00
- Revenue Comparison
  - Tuition – 2018 – 52,982.00, 2017 – 166,424.50
- Special Funds Summary – The Special Funds Summary report was submitted to the Commissioners for review.

- Expenditure Report – The Expenditure report was submitted to the Commissioners for review.

### **Staff and Office Staff Meeting Minutes**

Staff and office staff meeting minutes were submitted for Commission review

### **Personnel Issues**

- 20 State Service – Lisa Brittingham and Melinda Messick  
It was moved by Commissioner Dicristofaro, seconded by Vice Chairman Marvel to send correspondence congratulating Ms. Brittingham and Messick on their years of state service. Motion carried by a unanimous vote.
- Ed Baker left state service on February 9, 2018 on disability after 19 ½ years of DSFS service.
- The DSFS has submitted a request to change the classification of Kim O'Malley Pay grade 15 Trainer-Educator III to Pay grade 17 Training Administrator I.
- Jerry Brennan, Training Administrator was in a MVC which totaled his state vehicle. The DSFS is in the process of replacing the vehicle.

### **BLS MEDICAL DIRECTOR**

Dr. Matthews reported that an abstract was written on the success of the BLS Narcan program in Delaware. The Society of Academic Emergency Medicine Conference accepted the abstract for publication. Delaware has been extremely successful in all of the BLS Pilot Programs to date. A lot of appreciation goes out to the trainers, providers and everyone else involved in these programs.

The Narcan distribution plan for the OEMS Narcan stock began last week. This is for both BLS and Police, and will be distributed to County Medic Headquarters or the DSFS locations.

Dr. Matthews reported that the flu continues to be widespread statewide as well as nationally. The CDC has determined that it is at an epidemic proportion at this time. As of February 10, 2018 there are over 4,200 lab confirmed cases in Delaware. Eighteen flu related Delaware deaths and most of them did not receive the flu vaccination. Seventeen of those had underlying health conditions.

The ALS and BLS Standing Orders Committee met within the last two weeks. There are four committee meeting dates set through the end of March.

## **REPORT OF THE INVESTIGATOR/COMPLIANCE OFFICER**

11 Annual Ambulance Unit Inspections  
1 New Unit Inspections  
7 Complaints Received  
7 Arrest Notifications were received.  
2 Self Report

2017 – 10 Open Case

Investigator Truax requested a hearing date for Case No.'s 1708 and 1721. It was moved by Commission Dicristofaro, seconded by Commissioner Roberts to set a hearing date of March 20, 2018 for cases 1708 and 1721. Motion carried by a unanimous vote.

## **REGULAR BUSINESS**

### **ACTION ITEMS**

#### **City of Wilmington and Elsmere Fire Company Boundary Update**

The City of Wilmington submitted a boundary change request on January 17, 2018. On May, 23, 2017, Catholic Cemeteries, Inc. petitioned the City of Wilmington and New Castle County to have the City of Wilmington annexed 26.82 acres of property at 2400 Lancaster Pike known as the Cathedral Cemetery. The annexation was agreed to by Ordinance 17-029, approved by the Wilmington City Council on September 21, 2017; and Ordinance 17-110, approved by New Castle County Council on December 12, 2017. The southern half of Cathedral Cemetery has historically been served by the Elsmere Fire Company. The remaining area of the Cemetery was served by the Wilmington Fire Department. The only entrance to the location is located in the City of Wilmington. All parties City, County, the Elsmere Town Manager and the Elsmere Fire Company have agreed to this annexation.

It was moved by Commissioner Roberts, seconded by Commissioner Dicristofaro to accept the boundary as submitted and inform the communication center of the change so the records will be updated. As well as require the fire departments to sign off on the changes. Motion carried by a unanimous vote.



### Grievance Procedure

The Commission reviewed a grievance filed by a past fire company member that was expelled as a member. With the guidance of regulations and the Deputy Attorney General it was determined to dismiss the grievance. It was moved by Vice Chairman Marvel, seconded by Commissioner Dicristofaro to dismiss the grievance on the basis that to the extent that whichever fire company member is grieving the matter has a conviction for a serious crime that would fall within the Commissions crimes that would substantially be related. The Commission finds that such a grievance has no merit and will not proceed. Motion was carried by a unanimous roll call vote.

Commissioner Dicristofaro –	Yes
Commissioner Truitt -	Absent
Commissioner Marvel -	Absent
Commissioner Roberts -	Yes
Commissioner Walius -	Yes
Vice Chairman Marvel -	Yes
Chairman Robinson -	Yes

### Ambulance Regulation Hearing

The Delaware State Fire Prevention Commission opened the Regulation Hearing at 10:10 a.m. Deputy Attorney General Davis began the hearing with opening comments, as well as all of the attending commissioners introduced themselves to the room.

The Delaware State Fire Prevention Commission presented an affidavit of publication to The News Journal and the Delaware State News as State's Exhibit 1. No written comments were received prior to the hearing.

The Delaware State Fire Prevention Commission, pursuant to 16 Del. C. § 6604(1), proposes to revise regulation 710, Sections 14.2 and 14.3 by clarifying that Delaware certified EMTs are required to obtain and maintain National Registry of Emergency Medical Technicians certification and providing a path for recertification for out of state EMTs.

The written comment will open for 15 days, during which time written public comments will be received by the Executive Specialist of the Fire Commission. At the conclusion of the second written comment period, the Fire Commission will reconvene to deliberate on the proposed regulations. The hearing concluded at 10:15a.m.

## **NEW BUSINESS**

### **Ambulance Regulation Committee**

It was moved by Vice Chairman Marvel, seconded by Commissioner Roberts to appoint a committee to review the current ambulance regulations for updates. Motion carried by a unanimous vote.

Committee Members representing the Fire Prevention Commission will be David Roberts serving as Chairperson, Ron Marvel and Alan Robinson. Chairman Roberts will work with Ms. Lambertson to set up a committee and meeting dates.

## **GENERAL INFORMATION**

### **DSFS Kent County Building Renovation**

Director Newnam reported that due to construction at the site, the March and April, 2018 Commission meetings will be relocated to a classroom.

## **CORRESPONDENCE**

None.

## **MISCELLANEOUS INFORMATION**

No report at this time.

## **REPORT OF THE COMMISSIONERS**

### **Vice Chairman Ron Marvel**

Vice Chairman Marvel reported that he attended the Monthly Fire Prevention Commission Meeting, Legislative Hall JFC Hearing, Legislative Hall Meetings, Rehoboth Beach Fire Company Banquet, and Delaware State Fire School Meeting.

## **DATE OF NEXT MEETING**

March 20, 2018 – 9:00 AM  
Commission Chamber  
Delaware Fire Service Center  
1463 Chestnut Grove Road  
Dover, DE 19904

**ADJOURNMENT**

It was moved by Commissioner Dicristofaro, and seconded by Commissioner Roberts that the meeting be adjourned. Motion carried by a unanimous vote. The meeting was adjourned at 10:26 a.m.

Respectfully submitted,

*Sherry R. Lambertson*

Sherry R. Lambertson  
Executive Specialist

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